

APPLICATION FOR A SPECIAL EXCEPTION
Town of Sutton
Zoning Board of Adjustment

THIS SECTION TO BE COMPLETED BY LAND USE COORDINATOR

Received by: _____ Date Received at Town Hall: _____ Case #: _____

Hearing Date: _____ Fees Paid: _____ Date Granted/Denied/Withdrawn: _____

Having read the Appeal Instructions and reviewed the Appeal Checklist, please complete this application and submit with fees thirty (30) days prior to your hearing.

Name of Applicant: _____

Mailing Address: _____

Home Telephone: _____ Work: _____ Cell: _____

Owner of Property: _____

Location of Property: _____

Tax Map Number: _____ Lot Number: _____ Acreage: _____

Registry of Deeds Book #: _____ Page #: _____

Zoning District (circle one): Residential District or Rural Agricultural District

The undersigned hereby requests a special exception in accordance with Article _____, Section _____, of the Sutton Zoning Ordinance in order to: **Describe present and proposed use in detail (use separate sheet of paper if necessary).**

.....

Applicant Signature: _____ Date: _____

Property Owner Co-signature: _____ Date: _____

WORKSHEET FOR A SPECIAL EXCEPTION
Town of Sutton
Zoning Board of Adjustment

Applicants Initials: _____

To be filled out by Land Use Coordinator

Case # _____ Applicant: _____ Date: _____

No special exception from the requirements of the Zoning Ordinance shall be authorized by the Board of Adjustment unless it finds that the following facts and conditions exist:

1. The site is an appropriate location for the use or structure.

2. The use will not be detrimental, injurious, noxious or offensive to the neighborhood.

3. There will be no undue nuisance or serious hazard to vehicular or pedestrian traffic.

4. Adequate and appropriate facilities will be provided to ensure the proper operation of the proposed operation of the proposed use or structure.

5. The proposed use or structure is consistent with the spirit of the ordinance.

PLEASE FEEL FREE TO ANSWER IN THE ABOVE SPACE OR USE A SEPARATE SHEET OF PAPER

[illegible]

**Town of Sutton
Zoning Board of Adjustment**

Appeal Checklist

Applicant Name: _____

Owner(s) Name if different from Applicant: _____

With the application you must include:

1. A copy of a letter of denial for building permit from the Selectmen's Office.
2. All other information pertinent to the request not limited to the following:
 - a. Drawings and descriptions must be in pen/ink only. Please provide twelve (12) copies.

Drawings and descriptions must indicate clearly where the site is located and what is proposed.

The drawings, maps or plans **MUST BE TO SCALE** and provide **ALL** of the following information or the application will be considered incomplete and mailed back to you for completion:

1. Show "for the lot of record" the boundary lines – exact footage on all sides. _____
2. Name of the road(s) the lot fronts on. _____
3. North/South arrow. _____
4. Clearly mark names and tax map numbers of all abutters placed on the proper lot locations around the lot of record (see tax map). _____
5. Clearly mark location of water wells (make with "W"), septic leach beds (mark with "S") for the lot of record. _____
6. Include all existing structures on the lot, clearly indicating their dimensions, height, and distance from other structures and from the center line of the road and distance from abutter property line. _____
7. Clearly mark location of any bodies of water, wetlands and culverts or stonewalls with distances to existing structures. _____
8. Floor plan with dimensions: including height; distance from the center line of the road; distance from other structures on the lot and distance from abutter(s) property line. _____

**Town of Sutton
Zoning Board of Adjustment**

Abutter(s) List

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____, ____

Name: _____

Address: _____

City, State & Zip: _____